



Job Title: Restorative Justice Specialist	Salary: \$32,000
FTE: 1.0	LAST UPDATE: May 2022
REPORTS TO: Youth Development Manager	CLASSIFICATION: exempt

Empower House provides transformative community health services, youth development programs and advocacy opportunities that empower women and girls of color.

The ideal candidate for this position can share their passion for grassroots community transformation, youth development and education and connect their professional and volunteer experiences to our mission. The candidate should have a deep understanding of Restorative Justice and youth development. Our organizational philosophy is based on understanding the implications at the intersections of sexism, racism, and other forms of oppression that prevent full participation for women and girls. Women, people of color, LGBTQ and non-binary individuals are strongly encouraged to apply.

Informed by the principals of Restorative Justice, the Restorative Justice Specialist will work in partnership with staff, counselors and administration at Bowden to shift school culture and reduce rates of disciplinary referrals through strategic and intentional intervention. Additionally, the educator will work with the Empower Youth team for as needed and for spring break and summer camps.

Responsibilities:

- Develop and maintain relationships with administration and staff at Bowden Academy.
- Meet regularly with participating students one-on-one and in groups
- Meet with caregivers
- Consult with Bowden teachers, counselors and administration to gather information and meet students' need
- Maintain communication with parents
- Complete HSA assessment with participating students
- Document of activities, student goals, and student progress within the Salesforce database
- Arrive at designated times to prepare for program activities
- Perform additional duties as assigned by the Empower Youth Program Manager
- Clean site location after sessions have been dismissed
- Participate in evening and weekend field trips as requested
- Collaborate and consult with Empower House Circle keeper to infuse programming with Restorative Justice principles.
- Attend trainings and workshops specified by position
- Participate in all program and organizational staff meetings and staff development workshops.
- Must have the ability to prioritize tasks to meet deadlines.

Communication:

- Uphold the EMPOWER HOUSE values of Solidarity, Empathy, Collaboration and Creativity.
- Demonstrates a willingness to cooperate and add to a positive team dynamic.
- Must have deep understanding of trauma informed care.
- Must have strong public speaking/presentation skills.
- Must be able to utilize resources available with referrals to assist to families in crisis.

Qualifications

- Bachelor's degree
- Experience with restorative practices
- Experience with youth development
- Excellent verbal and written communication skills with exceptional attention to details
- Ability to establish and maintain collaborative relationships with a variety of diverse community and organizational stakeholders.
- Demonstrated proficiency in data input and maintenance
- Strong organizational skills
- Evidence of successfully planning and organizing work with short- and long-term timeframes.
- Must have the ability to thrive in a flexible, fast paced growth-oriented environment

Empower House provides equal employment opportunity (EEO) to all persons regardless of age, color, national origin, citizenship status, physical or mental disability, race, religion, creed, gender, sex, sexual orientation, gender identity and/or expression, genetic information, marital status, status with regard to public assistance, veteran status, or any other characteristic protected by federal, state, or local law. Empower House will provide reasonable accommodations for qualified individuals with disabilities.